

Job Description	Head of Geography
Responsible To:	Head of Humanities
Primary Purpose:	To provide high quality teaching of Geography across the full age range at Lynch Hill Enterprise Academy in order to deliver excellent student outcomes

Job Purpose

- To ensure that students make progress equivalent to or better than expected on the basis of prior attainment data
- To ensure effective learning takes place through consistent, high quality teaching
- To contribute to department meetings and curriculum review to ensure teaching and content remains relevant in our changing world
- To demonstrate achievement of Teachers' Standards.

Main Duties and Responsibilities

- To promote and safeguard the welfare of students according to school procedures.
- To teach Geography across the age and ability range. And to lead GCSE Geography.
- To set high expectations which inspire, motivate and challenge students.
- To promote the best possible progress and outcomes by students.
- To demonstrate good subject and curriculum knowledge.
- To plan and teach well-structured lessons within a coherent curriculum that meets statutory and other relevant requirements.
- To adapt teaching so that it responds to the strengths and learning needs of all students.
- To assess students' attainment and progress regularly and accurately, in line with the school policy.
- To complete reports to parents/carers on students' attainment and progress in line with the school's procedures.
- To provide students with regular "formative" feedback to help them raise their attainment.
- To manage students' behaviour effectively to ensure a good and safe learning environment.
- To make a positive contribution to the wider life and ethos of the school.
- To deploy support staff effectively.

- To take responsibility for improving own teaching through appropriate professional development and responding positively to advice and feedback from colleagues.
- To communicate effectively with parents.
- To promote equal opportunities for all within the school community.
- To help to support the 'can do, will do' culture within all aspects of the service at the school.
- To carry out the professional duties of a school teacher, under the reasonable direction of the Headteacher, as set out in the current School Teachers' Pay and Conditions Document (STPCD).

Skills and attributes

- Professional competence – able to work cooperatively with others, and towards common goals.
- Communications skills – able to make points clearly and understand the views of others.
- Self-management – able to plan time effectively and to organise oneself.
- Ability to reflect on own practice.
- Providing a good role model which nurtures and respects others.
- Adaptability to changing circumstances and new ideas.
- Energy, enthusiasm, resilience and a sense of humour.
- Reliability and integrity.
- Commitment to the wider life of the school.

Conditions of employment

- The above responsibilities are subject to the general duties and responsibilities contained in the written statement of conditions of employment (the contract of employment).
- The post holder is required to support and encourage the school's ethos and its objectives, policies and procedures as agreed by the governing body.
- To uphold the school's policy in respect of child protection and safeguarding matters.
- S/he shall be subject to all relevant statutory requirements as detailed in the most recent School Teachers' Pay and Conditions Document.
- The post holder may be required to perform any other reasonable tasks after consultation.
- This job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so constructed.
- This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and it may be subject to modification at any time after consultation with the post holder.
- All members of staff are required to participate in the school's appraisal scheme.
- Teacher's contracted hours are 8.00am - 5.00pm for 187 days per year (offering 8 days additional holiday).
- The LAAT pay policy incorporates all other decisions of the School Teachers' Pay and Conditions Document (STPCD).

Teacher of Geography

Person Specification

	<u>Essential</u>	<u>Desirable</u>
<u>Experience, Qualifications and Training:</u>		
Qualified Teacher Status.	<input type="checkbox"/>	
Educated to degree level in Geography or a closely related subject	<input type="checkbox"/>	
Evidence of relevant further professional development		<input type="checkbox"/>
Teaching experience (student training included)	<input type="checkbox"/>	
Other relevant teaching experience		<input type="checkbox"/>
Good or better teaching	<input type="checkbox"/>	
<u>Knowledge and Skills:</u>		
Good written and oral communication skills.	<input type="checkbox"/>	
Ability to foster a positive classroom ethos which motivates students to achieve their potential.	<input type="checkbox"/>	
Able to make learning Geography stimulating and motivating for students	<input type="checkbox"/>	
Able to plan effectively and organise time and resources.	<input type="checkbox"/>	
Able to foster excellent relationships with students, parents and colleagues.	<input type="checkbox"/>	
Good communication, administration and organisational skills.	<input type="checkbox"/>	
Able to create a challenging and effective learning environment for students.	<input type="checkbox"/>	
Recognition and understanding of the importance of an effective partnership with parents.	<input type="checkbox"/>	
An interest and knowledge in developing the use of ICT as a learning tool in geography.	<input type="checkbox"/>	
Understanding of the need for the school to play a full part in the community.	<input type="checkbox"/>	
<u>Attitudes & Qualities:</u>	<input type="checkbox"/>	
Commitment to improving their practice through appropriate professional development.	<input type="checkbox"/>	
Commitment to equal opportunities and promoting the welfare of the children.	<input type="checkbox"/>	

Ability to act as a role model for pupils and colleagues.	<input type="checkbox"/>	
Ability to work as a team with other professionals.	<input type="checkbox"/>	
Good time management skills.	<input type="checkbox"/>	
Enthusiasm, energy, resilience and a good sense of humour.	<input type="checkbox"/>	
Commitment to the wider life of the school.	<input type="checkbox"/>	
Can demonstrate initiative in developing ideas and activities.	<input type="checkbox"/>	

Other requirements:

- A commitment to multicultural education
- A commitment to professional development
- This post is exempt under the Rehabilitation of Offenders Act 1974. Due to the sensitive nature of the duties the post holder will be expected to undertake a criminal record check as part of the recruitment process.